# Facilitator Guide: Who Does What? Agile Role Round Robin

**Time:** 45 - 60 minutes  
**Format:** Small groups (4–6 people each), Role Rotation Activity (instructor led virtual or in-person)

## Learning Outcome: To help participants distinguish between federal and vendor responsibilities during agile delivery by exploring role-based decision-making and identifying alignment points across roles.

## Activity Agenda:

**Introduction (5 min)**

* Explain the learning goal: understanding who owns what in agile execution.
* Emphasize that overlapping responsibilities are normal, but role clarity prevents blockers.

**Scenario Rotation Activity (30 min)**

* Participants are divided into breakout groups.
* Each group receives 2–3 realistic agile delivery prompts.
* Roles are rotated for each scenario: PO, COR, CO, and Vendor.
* Each person answers: "What should this role do in this situation?"
* Quickly discuss the answers to identify and correct any unclear answers.

**Debrief and Discussion (10–20 min)**

* Bring the class back together.
* Each group shares one scenario and a key insight about role overlap, friction, or coordination.
* The facilitator leads reflection on creating shared understanding and process clarity.

## Sample Scenarios:

Present these as slides or as a team facilitator in each group - do as many as practicable for the time allotted for this activity.

1. **Missed Sprint Goal:** The team didn’t complete the committed backlog because they were waiting on PO feedback.  
2. **Scope Shift:** A new feature request comes mid-sprint from a program stakeholder.  
3. Performance Issue: A developer is consistently missing deadlines and disengaging from standups.  
4. **Demo Failure:** The demo shows incomplete or broken features.  
5. **COR Unavailable:** The COR is out for two weeks, and no performance observations are being recorded.  
6. **Questionable Invoice:** The vendor submits an invoice for features that the PO hasn’t formally accepted.

# Materials:

* Scenario Prompt Worksheet (attached)
* Shared Slides per group
* **Optional in class:** Role hats/labels for fun

# Facilitator Tips:

* Encourage learners to focus on "what their role can control," not what others "should have done."
* Watch for confusion between the PO (product decisions) and COR (performance tracking).
* Use the debrief to highlight how contract structure, team agreements, and communication protocols help define boundaries.
* Consider ending with a shared template or checklist for establishing team roles during kickoff.

Participant Worksheet: Who Does What? Agile Role Round Robin

## Instructions:

Rotate through the assigned roles (PO, COR, CO, Vendor) in your group and respond to the scenario prompts below. For each role, briefly write how that person should respond or take action in the given situation.

Scenario 1: Missed Sprint Goal

PO Response:

COR Response:

CO Response:

Vendor Response:

Scenario 2: Scope Shift

PO Response:

COR Response:

CO Response:

Vendor Response:

# Scenario 3: Performance Issue

PO Response:

COR Response:

CO Response:

Vendor Response:

# Scenario 4: Demo Failure

PO Response:

COR Response:

CO Response:

Vendor Response:

# Debrief Notes

* What was the most difficult role to take on and why?
* What insights did you gain about role coordination?
* What are ways to create better alignment on your real projects?